



**PVSD Educational Foundation**  
**-Minutes-**  
**Regular Meeting**  
**Sammy J. Quintana Community / Board Room**  
**Tuesday, April 17, 2018**

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The PVSD Educational Foundation Board of Directors had its regular meeting on Tuesday, April 17, 2018 at 5:30 p.m. at the Sammy J. Quintana Community / Board Room. Secretary Baros called the meeting to order at 5:30 p.m.

**1. Roll Call**

Roll call was taken by Diahann Cordova, Recording Secretary. The following board members were present at the Call to Order and a quorum was established:

Mr. Mark LeDoux  
Mrs. Dianne Baros, Secretary  
Mrs. Lynda Lujan-Trujillo  
Mr. Jeffrey Atencio, Member  
Mrs. Martha Trujillo, Member  
Gov. Phillip Perez, Vice President

The following board member was excused:  
Mr. David Ortiz

Also present were the following: Dr. Melville L. Morgan, Superintendent of Schools/Ex-Officio Member, Mrs. Michelle Ortiz, Business Manager; and Diahann Cordova, Recording Secretary.

**2. Agenda**

A. April 17, 2018 Regular Meeting

Amendments: Mr. Atencio requested adding Action Item 6B “Appointment of Scholarship subcommittee/selection panel”.

MOTION TO APPROVE AS AMENDED: Mr. Jeffrey Atencio

SECOND TO MOTION: Mr. Mark LeDoux

VOTE: 6-0; MOTION CARRIED

**3. Minutes**

A. March 13, 2018 Regular Meeting

Amendments: None

MOTION TO APPROVE AS PRESENTED: Mrs. Martha Trujillo

SECOND TO MOTION: Mrs. Lynda Lujan-Trujillo

VOTE: 6-0; MOTION CARRIED

**4. Public Comment** – No one was present for public comment.

## **5. Discussion**

### **A. Draft Brochure**

- The Board members discussed the need for a collaborative effort to make headway on the brochure including developing a mission statement and other language for sponsorship options and recognition of donors, etc.
- The board discussed the possibility of scheduling a work session in an effort to finalize the brochure; however, due to numerous end-of-the-year events, the consensus of the board was to work on it at their next regular meeting.
- Mr. LeDoux requested that the brochure be sent electronically to each member.

### **B. Scholarships**

- Dr. Morgan expressed his gratitude to the board members for their work in creating the list of questions to be used during the interview, as well as the final scholarship announcement.
- The board members worked together to finalize the questions for use in the scholarship interview.

### **C. Update on Teacher of the Year progress**

- Dr. Morgan provided an update of the nominations received so far and recommended that Mrs. Deb Minyard, 2015 Teacher of the Year, participate on the selection subcommittee.

## **6. Action Items**

### **A. Appointment of the Teacher of the Year subcommittee/Selection Panel**

- Dr. Morgan recommended the Mrs. Deb Minyard participate on the subcommittee.
- Mrs. Lynda Lujan-Trujillo abstained from serving on this subcommittee.
- The following board members volunteered to participate on the subcommittee: Mr. Mark LeDoux, Mrs. Martha Trujillo, and Gov. Phillip Perez.
- Gov. Perez recommended selecting an alternate person to serve on the subcommittee in the event he is unavailable for interviews due to travel. Dr. Morgan recommended approval.

MOTION TO APPROVE AS PRESENTED: Mr. Jeffrey Atencio

SECOND TO MOTION: Diane Baros

VOTE: 6-0; MOTION CARRIED

### **B. Appointment of Scholarship subcommittee/Selection Panel**

- The following board members volunteered to participate on the subcommittee: Mrs. Lynda Lujan-Trujillo, Mrs. Diane Baros, and Mr. Jeffrey Atencio.

MOTION TO APPROVE AS PRESENTED: Mr. Mark LeDoux

SECOND TO MOTION: Mrs. Martha Trujillo

VOTE: 6-0; MOTION CARRIED

## **7. Budget Report**

- Dr. Morgan provided an overview of the budget report and responded to questions by board members.
- Dr. Morgan informed the board that, as signers on the account, Mr. Ortiz and Mrs. Baros will need to accompany Dr. Morgan and Mrs. Ortiz to the bank to take care of business.
- Mr. LeDoux expressed his concern about the lack of use of operational funds and suggested utilizing the funds as needed. Mr. LeDoux also requested that a paper copy of the board packet is

not needed as he will access the packet electronically. The other board members were in agreement and requested the same.

**8. Announcements**

1. Dr. Morgan invited the Board Members to attend end-of-the-year school events as specified in his update emails.
2. The next regular Board of Education meeting is scheduled for Wednesday, April 25, 2018 at 5:30 p.m. in the Sammy J. Quintana Community/Board Room.
3. The next regular Foundation Board meeting is scheduled for Tuesday, May 15, 2018 at 5:30 p.m. in the Sammy J. Quintana Community/Board Room.

**9. Adjournment**

MOTION TO ADJOURN: Gov. Phillip Perez

SECOND TO MOTION: Mr. Jeffrey Atencio

VOTE: 6-0; MOTION CARRIED

The meeting of the Pojoaque Valley School Educational Foundation adjourned at 7:06 p.m.

**Approved Minutes:** Pojoaque Valley School District Board of Education

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J. David Ortiz, PVSDEF President

ATTEST: \_\_\_\_\_

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Dianne Baros, PVSDEF Secretary